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2 BILL NO. S-90-01-03  
3

SPECIAL ORDINANCE NO. S-19-90

4 AN ORDINANCE of the Common Council of  
5 the City of Fort Wayne, Indiana,  
6 ratifying compensation for Chief Meter  
Reader classification employees of the  
City of Fort Wayne represented by the  
Office and Professional Employees  
International Union Local 325.

7 WHEREAS, this Council is charged with the  
8 responsibility of fixing and establishing the compensation  
9 of employees of the City of Fort Wayne, including those  
10 employees of the City of Fort Wayne represented by the  
11 Office and Professional Employees International Union Local  
12 325.

13 WHEREAS, such compensation for said Chief Meter  
14 Reader classification employees has been arrived at pursuant  
15 to an agreement reached by and between the City of Fort  
16 Wayne and the Office and Professional Employees  
17 International Union Local 325, in accordance with collective  
18 bargaining as authorized and envisioned by the City's Salary  
19 Ordinance; and

20 WHEREAS, this ordinance is necessary to ratify,  
21 fix and establish such compensation for said Chief Meter  
22 Reader classification effective January 1, 1989.

23 NOW, THEREFORE, BE IT ORDAINED BY THE COMMON  
24 COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

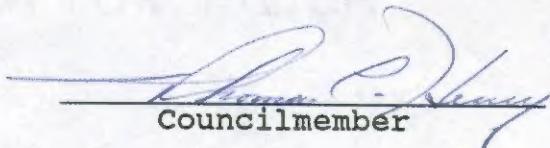
25 SECTION 1. That the Chief Meter Reader  
26 classification employees covered by the Letter of Agreement,  
27 attached hereto and made a part hereof, between the City of  
28 Fort Wayne and the Office and Professional Employees  
29 International Union Local 325, retroactive to January 1,  
30 1989, shall be:

31 WAGE RATE

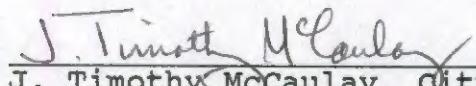
TITLE	FIRST 3 MONTHS	4 THRU 9 MONTHS	10 THRU 15 MONTHS	16 THRU 21 MONTHS	OVER 21 MONTHS
Chief Meter Reader	\$10.238	\$10.535	\$10.840	\$11.155	\$11.478

PAGE 2

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2 SECTION 2. That this ordinance shall be in full  
3 force and effect from and after its passage, and any and all  
4 necessary approval by the Mayor.

5   
6 Councilmember  
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8 APPROVED AS TO FORM  
9 AND LEGALITY

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11 J. Timothy McCaulay, City Attorney  
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# THE CITY OF FORT WAYNE

December 21, 1989

LETTER OF AGREEMENT between  
THE CITY OF FORT WAYNE and  
OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION  
LOCAL 325

It is hereby agreed by and between the City of Fort Wayne and Office and Professional Employees International Union Local 325 that the classification of Chief Meter Reader in the Meter Reading Department shall, in accordance with negotiations in October, 1988 and subsequent reevaluation, receive an increase commensurate with Labor Grade 11 evaluation. The increased step rates, effective January 1, 1989, shall be as follows:

First 3 <u>Months</u>	4 thru 9 <u>Months</u>	10 thru <u>15 Months</u>	16 thru <u>21 Months</u>	Over 21 <u>Months</u>
\$10.238	\$10.535	\$10.840	\$11.155	\$11.478

FOR THE CITY:

*F. Nelson Peters*  
F. Nelson Peters, IV, Director  
Personnel/Labor Relations

*Terri L. Magley*  
Terri L. Magley  
Director of Operations

*Mike Manoloff*  
Mike Manoloff  
Deputy Controller

FOR THE UNION:

*Mildred Younger*  
Mildred Younger  
President

*Steven Martin*  
Steven Martin  
Secretary-Treasurer

*Ruth Collier*  
Ruth Collier  
Recording Secretary

CHIEF METER READERMETER READINGDefinition

Under the general supervision of the Supervisor, assist in the supervision and coordination of the work of employees in the Meter Reading Department. Assume the responsibilities of Meter Reader and/or Supervisor when necessary.

Duties

- Assist the supervisor in directing the work of meter readers.
- Upload and download the reading routes.
- Prepare the handheld remotes daily to receive the scheduled routes.
- Work with Data Processing to help make the handheld reading system run smoothly.
- Handle owner-read cards.
- Send billings to main computer for printing.
- Prepare monthly and annual reports to Director of Operations.
- Handle customer's complaints and new water service questions relating to meter reading.
- Recharge handheld remotes on monthly basis.
- Prepare and maintain necessary records and reports.
- Perform duties in accordance with departmental safety procedures.
- Assist in the training of other employees as assigned.
- Perform other duties as assigned.

Requirements

- Education equivalent to four years of high school.
- Three years of satisfactory work experience within the Meter Reading Department, or equivalent experience.
- Ability to operate department-owned vehicles.
- Physical ability to perform assigned duties.
- Work consists of moderately complex, relatively standardized tasks.
- Ability to apply routine practices, rules, and regulations which are relevant to assigned tasks requiring a moderate amount of experience.

Difficulty of Work

Regular office-type environment; no lifting labor involved. Normally seated or standing or walking at will.

### Responsibility

Incumbent will make choices and take actions while performing a variety of relatively standardized assignments. While errors in decisions are not immediately apparent to the Meter Reader Supervisor, they are revealed through adverse effects on the department. Work requires some analysis and judgment with review of work upon completion.

### Personal Work Relationships

Contacts are also with persons employed by other agencies or with the public. Handle questions, complaints requiring judgment and tact in order to render service.

### Supervisory Responsibilities

Routine supervision of 10 to 24 employees.

License needed: Valid driver's license.

Immediate Supervisor: Meter Reader Supervisor

Hours: 7:30 a.m. to 4:30 p.m.

### Salary:

EEO Category: 05

Revised: 5-15-89

Classification Category: COMOT

FLSA: Non-exempt

Union: OPEIU

Workers Comp Code:

Admn. Appr. \_\_\_\_\_

DIGEST SHEET

TITLE OF ORDINANCE: 1989 Rate Increase for OPEIU Classification  
of Chief Meter Reader

DEPARTMENT REQUESTING ORDINANCE: Personnel - 1-2-90

SYNOPSIS OF ORDINANCE: Rate increase for Chief Meter Reader classification in accordance with job reevaluation completed in December. Increase is retroactive to January 1, 1989, per negotiation of 1989 OPEIU agreement and collective bargaining ordinance.

J-90-01-03

EFFECT OF PASSAGE: Increase of 16.8% in rates for Chief Meter Reader, retroactive to 1-1-89.

EFFECT OF NON-PASSAGE: Pay rate for Chief Meter Reader remains at present level.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS): Amount of increase equals \$3,434.08/year at 1989 rates.

ASSIGNED TO COMMITTEE (PRESIDENT) \_\_\_\_\_

BILL NO. S-90-01-03

REPORT OF THE COMMITTEE ON FINANCE

THOMAS C. HENRY, CHAIRMAN  
DONALD J. SCHMIDT, VICE CHAIRMAN  
BRADBURY, BURNS, GIAQUINTA

WE, YOUR COMMITTEE ON FINANCE TO WHOM WAS

REFERRED AN (ORDINANCE) (RESOLUTION) of the Common Council  
of the City of Fort Wayne, Indiana, ratifying compensation  
for Chief Meter Reader classification employees of the City  
of Fort Wayne represented by the Office and Professional  
Employees International Union Local 325

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HAVE HAD SAID (ORDINANCE) (RESOLUTION) UNDER CONSIDERATION  
AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID  
(ORDINANCE) (RESOLUTION)

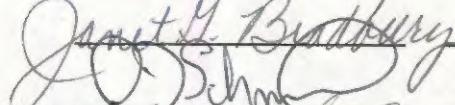
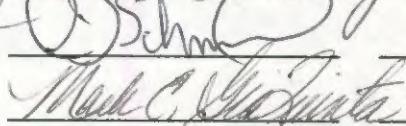
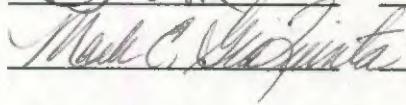
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DO PASS

DO NOT PASS

ABSTAIN

NO REC

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DATED:

1-23-90

Sandra E. Kennedy  
City Clerk

Read the first time in full and on motion by Henry, seconded by Dalmas, and duly adopted, read the second time by title and referred to the Committee on Finance (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Conference Room 128, City-County Building, Fort Wayne, Indiana, on \_\_\_\_\_, the \_\_\_\_\_, day of \_\_\_\_\_, 19\_\_\_\_\_, at \_\_\_\_\_ o'clock M., E.S.T.

DATED: 1-9-90

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Henry, seconded by Dalmas, and duly adopted, placed on its passage. PASSED ~~NOT~~ by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
<u>TOTAL VOTES</u>	<u>9</u>			
<u>BRADBURY</u>	<u>✓</u>			
<u>BURNS</u>	<u>✓</u>			
<u>EDMONDS</u>	<u>✓</u>			
<u>GiaQUINTA</u>	<u>✓</u>			
<u>HENRY</u>	<u>✓</u>			
<u>LONG</u>	<u>✓</u>			
<u>REDD</u>	<u>✓</u>			
<u>SCHMIDT</u>	<u>✓</u>			
<u>TALARICO</u>	<u>✓</u>			

DATED: 1-23-90

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (ANNEXATION) (APPROPRIATION) (GENERAL)  
(SPECIAL) (ZONING MAP) ORDINANCE RESOLUTION NO. J-19-90  
on the 23rd day of January, 1990.

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

ATTEST SEAL  
Marken S. Reed  
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 24th day of January, 1990,  
at the hour of 11:00 o'clock A.M., E.S.T.

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 28th day of January,  
1990, at the hour of 3:45 o'clock P.M., E.S.T.

PAUL HELMKE  
PAUL HELMKE, MAYOR